

Requirements for Senior Graduation Project

1. All papers need to be set up following these guidelines:
 - A. Title page with illustration
 - B. Table of contents
 - C. Funnel Introduction
 - D. Focused thesis statement that is underlined
 - E. A minimum of 3 body paragraphs
 - F. Topic Sentences used and underlined for each paragraph
 - G. A minimum of three outside sources cited within body of paper using MLA format/style
 - H. Conclusion with thesis restated
 - I. Works Cited Page using MLA format/style
 - J. Paper must be typed in 12 font using Times New Roman
 - K. Rubric used for grading attached
2. Paper will explore a career of the student's choice. Follow the Requirements for the Graduation Project utilizing the attached research planning document to plan and research career choice.
3. Paper and research will be used to create a formal presentation utilizing three different visual aids. Presentations need to fully explain career choice; therefore, presentation times will vary. This presentation will be practiced in junior advisory homerooms. All final presentations will be to underclassmen/guidance counselors/administrators/teachers during a career fair held within the high school. Rubric used for grading oral presentations attached.
4. Any questions on terms, student needs to address current or future English teacher.
5. Due dates:
 - a. Essay and presentation requirements given out during junior homerooms by Nov 6th.
 - b. All essays due on/before Dec 18th for fall English students to current English teacher.
 - c. All essays due on/before Feb 20th for spring Honors and CP English students to English teacher. Applied students due dates for the essay is at the discretion of their English teachers.
 - d. Homeroom teachers will assist students on their presentations. In March, all students will perform their presentation for their homerooms for practice. Homeroom teacher and students will provide constructive feedback following given rubric.
 - e. All practices should be completed by April 10th.
 - f. Career fair will be planned and all presentations will be given during this fair in April/May.

Research Planning Document

- A. Title Page with Illustration
- B. Table of Contents
- C. Funnel Introduction
- D. Thesis
- E. History of Chosen Career
- F. Educational/Special Requirements needed to enter this field
- G. Prospects for career in next ten years
- H. Benefits/Salary
 - 1. Levels of Advancement within the career
 - 2. Extra training needed for advancement
- I. Description of average day on the job/Working conditions
- J. Skills needed for this job
- K. Advantages/Disadvantages of the career (Based on your opinion from the research)
- L. Inverted Conclusion
- M. Works Cited

REQUIREMENTS: Junior Career Fair Presentation

- All material will be displayed on a tri-fold (measurements: 36" H x 48" W—unfolded)
- Font size should be no smaller than 16 and no larger than 70
- Career information must include the following (all criteria must be present):
 - Job title
 - Job description
 - Income average/range (specify yearly or hourly)
 - Expected outlook (will there be a demand for this job in the future?)
 - Related occupations
 - Required education, skills, training, etc. needed for the job
 - High school courses that relate to this position
- In addition to the above requirements, students must choose 4 options listed below to include in their presentation:
 - Resume
 - List and describe any volunteer work or extra activities related to your career (where, what tasks were done, etc.)
 - List and describe any previous or present work experience related to your career (where, what tasks were done, etc.)
 - Give a brief history of your career field (how has the career evolved over time?)
 - Describe at least 3 professional associations representing this occupation (include name, address, phone number, and website address)
 - List at least 5 colleges/technical schools/certification programs, etc. that offer your career as a major (include name, address, phone number, and website address)
 - Venues of work (list 6 different places you could work in your selected career)
- Dress the part (on the day of your presentation, dress like you would for your selected occupation)
- BE PROFESSIONAL! Remember, you will not be looked at as students during your presentation, but rather as a representative of your selected occupation.

Junior Class Career Fair
Career Clusters & What Careers are Included

Information Technology	Graphic Arts/Design Webmaster Comp. Programming Comp. Tech.	Medical	Nursing Doctor Radiology Tech. Veterinary
	Video Game Design Comp. Analyst Software Design		Dermatologist Dentistry Anesthesiology Cardiology Pharmacist Physical Therapist Massage Therapist Plastic Surgeon Optometrist Medical Assistant
Fashion	Fashion Design Fashion Buyer Cosmetologist Fashion Coordinator Interior Design	Education	Elementary teacher Secondary teacher Art Education Early Childhood Ed. P.E. Teacher Childcare Child Development
Sports	Professional Team Sports Agent Sports Broadcaster Motocross Trainer	Public Safety/Security & Government	FBI Police Firefighter CrimeScene Analyst Criminology Criminal Profiling Corrections Officer Postal Services
Business	Accounting Realtor Management Marketing Public Relations Production Entrepreneur Administration Director	The Arts	Writer Model Musician Artist Dance Culinary Film Tattoo Artist Photography
Human Services	Social Work Psychology Sociology Forensic Psych.	Law	Lawyer Paralegal Court Reporter
Auto	Mechanic Engineering Auto Customizing Auto Tech.	Science	Forensics Nanotechnologist

Junior Class Career Fair
Career Clusters & What Careers are Included

Miscellaneous	Pastor Equine Instructor Wedding Planner	Transportation & Tourism	Pilot Travel Agent Flight Attendant Air Marshall
			Air Traffic Control Truck Driver
Building Trades & Construction	Construction Carpentry Welding Architect Archeology Plumbing Electrical HVAC (heating/air conditioning)		

** Please note the career's will vary depending on the day visiting the Career Fair.

Name: _____ Career: _____

Grading Rubric—Junior Career Fair

Check the box which is most appropriate.

<u>Requirements</u> (please make sure all the following are displayed on tri-fold)	Excellent	Acceptable	Unacceptable
Overall appearance			
Job title			
Job description			
Income			
Expected outlook			
Related occupations			
Required education, skills, training, etc.			
High school courses related to this occupation			
Dressed appropriately			
<u>Options</u> (students are required to include 4 of the following 7 options—if there are less than 4, please note on blank line below)			
Resume			
Volunteer work			
Work experience			
History of career field			
3 professional organizations			
5 colleges, technical schools, etc.			
Venues of work			
<u>Oral presentation</u>			
Knowledgeable about topic			
Answered questions appropriately			
Maintained professionalism			
Good eye contact, tone, volume, etc.			
Overall presentation			

Total: _____
(excellent)
(acceptable)
(unacceptable)

***A total of 6 "unacceptable" is an unsatisfactory presentation.*

Name of teacher/counselor grading this presentation: _____

Date: _____

April 19th